



DR W K LAMBE
NATIONAL LIBRARY
OTTAWA ONTARIO

CIPAL

lor

PUBLISHED BY THE DEPARTMENT OF MUNICIPAL AFFAIRS IN THE INTERESTS OF LOCAL GOVERNMENT

Vol. 3 No. 2

EDMONTON, ALBERTA

February, 1958

LEGISLATURE OPENS FEBRUARY 20

MUNICIPAL INTEREST HIGH

Proposals to be presented to the Alberta Legislature this session were reaffirmed recently by Hon. A. J. Hooke, Minister of Municipal Affairs. Addressing a gathering in the southern part of the Province he said these should be "of direct financial benefit to the individual property owner." With the approval of the Legislature, Mr. Hooke said the Province will:

- * Increase municipal assistance to record levels by distributing revenues not required to meet costs of direct provincial responsibilities and reduced sums added to reserves.
- * Assume the full cost of children who are declared to be wards of the government, and mothers' allowance.
- * Abolish personal property and poll taxes.

Major Debate

There is little doubt that debates on these and other municipal matters will be of major importance during the session opening on February 20. The improvement of services together with ways to solve the financial problems of local governments have been subject to concentrated discussions in every corner of the entire Province since early in 1956 following publication of the Hinman memorandum entitled "Time for a New Deal in Municipal Finance".

Observers have long been aware that the so-called new deal will be a series of evolutionary steps rather than a sudden and complete replacement of established practices. For example, during its 1957 session the Legislature approved several measures which are part and parcel of a more satisfactory working relationship between the two levels of government. These included numerous amendments removing (in all but a few instances) the need of obtaining approval of the minister before action can be taken by municipal authorities. Licensing of mobile homes, requested by the municipalities, was also approved and will help increase local revenues when the license fees are distributed in total later this year. Further financial advan-



COMPARING NOTES - Assessment methods were given a thorough examination by officials from Manitoba, Saskatchewan, Alberta and British Columbia who met in Edmonton early in January. First such conference ever held, it was found that while objectives are the same in all provinces, procedures vary in detail. Methods of equalization used in British Columbia and Manitoba were also discussed.

Appearing above are C. H. Chappell, Director of Assessments for Manitoba; J. B. Laidlaw, Alberta; K. E. B. Wildman, Assessment Commissioner for B. C.; W. E. Thompson, Saskatchewan Director.

I. D. COMMITTEES ELECTED

No further elections of local advisory committees are contemplated "for the time being," according to A. R. Isbister, Supervisor of Field Service. Mr. Isbister was commenting on two meetings held in Edmonton last month when advisory committees for Improvement Districts No. 78 (Evansburg area) and No. 95 (Edson area) discussed programs to be carried out in their districts with officials of the Department.

The two latest bring to four the number of advisory committees elected. First was that in I. D. No. 65 (Rocky Mountain House area), followed shortly by I. D. No. 11 in the extreme southeast corner of the Province.

The election of advisory committees is provided for under Section 34A of the Improvement Districts Act as amended during the 1956 session of the Legislature. Meetings of ratepayers are held at major points in each District at which representatives are elected. The committees, composed of five members each, advise the Improvement

(More on Page 7)

VEGREVILLE MAYOR PASSES

Residents of Vegreville and district were shocked by the death last month of E. F. Morton, Mayor of the Town for the past seven years. Popular, with quiet ability and unfailing humor, he was a good mayor. He will be greatly missed by those he served.

At a recent meeting of the Vegreville council Deputy Mayor John Koshuta was unanimously chosen to fill the vacancy until the civic election next fall.



SUBSTANTIAL PROGRESS has been made in irrigating southwestern section of Alberta's Special Areas. The Berry Creek Dam and reservoir is one of several which have a total storage capacity of 34,000 acre feet. (Article on Page 3)

THE SECOND PAGE . . .

... BREAD

Be gentle
When you
Touch bread ...

Let it not lie
Uncared for,
Unwanted.
So often bread
Is taken for granted.

There is such beauty
In bread.
Beauty of sun and soil,
Beauty of patient toil.
Wind and rain have caressed it,
Christ often blessed it.

Be gentle ...
When you touch bread.

-United Church Calendar

SILENT FRIENDS

We find it a relatively simple matter to wax sentimental about a scene composed of such things as a book, a lamp and a comfortable chair. These three help to make a house a home. They suggest good living, quiet contentment ... even good citizenship. Whatever our purpose in reading may be, we can be certain (with a little thought for our needs and tastes) that the time so spent will be most rewarding.

You are, of course, fully aware of the efforts of the Cultural Activities Branch of the Department of Economic Affairs to encourage and assist communities throughout the Province to provide libraries for the use of the people. Fair progress is being made. Two regional libraries are now in operation; there are 29 municipal libraries supported systematically by the local ratepayers; while the rest are community libraries depending on privately-sponsored financing. A total of some 140 altogether.

The facilities are available in this many centres, but whether they are used to full advantage is another matter. We hope they are.

We're not sure how many swallows make a spring, nor how many books can be designated properly as a library, but we do have some 110 or more volumes ... and we do presume to call it a library ... right in the Liaison Office. To whet your appetite, here are a few of the titles: Introduction to Municipal Government and Administration; Canadian Municipal Government; Principles of Accounting; Guide to Community Action; Planning the Modern City; Limits of Taxable Capacity; Taxation for Prosperity; Rural Water Supply and Sanitation. And of course, Local Government in Alberta.

The whole purpose of the Liaison Library is to provide anyone interested in municipal matters with informative and (we hope) interesting material not too easily available otherwise.

We'd be mighty pleased if you would help us fulfill that purpose.

RING IN THE NEW!

Ring out the old! Ring in the new! is a familiar quotation at the New Year season which will have much greater meaning in the Wetaskiwin district in 1958. Our municipality has become a county and the new system of local government is now in effect.

The change-over will be made in this area with a minimum of confusion and uncertainty. The County borders will remain the same and indications are that the seven divisions represented by councillors will not be changed. The five school sub-divisions will disappear with the elected school board to be replaced by a committee of councillors who will handle school affairs. There will be no difficulty with hospital administration or health unit since both have been operating under separate agreements with other rural and urban governments concerned.

Except for the general election which will be held in February and the concentration of both school and municipal administration in one office, the new system might pass unnoticed by the average rate-

payer. The only major difference, in fact, is that the council will take over school administration in addition to its municipal duties. Both these important administrative responsibilities will be handled through committees with general issues, such as the budget and assessment, being dealt with by the whole council.

* * * *

The new county council must take a brand new approach to its problems and its members must be men who are not biased in favor of past policies or opinions of the now defunct council or school board. These things are now history and there is nothing to be gained in discussing their merits or demerits during the election campaign or carrying pre-conceived ideas into county affairs. There will be plenty of new problems for the council in the organization and launching of the county.

One of those primary problems will be the fair apportioning of provincial grants which will be received with fewer strings and regulations than in the past. More responsibility is being passed along to local governments in handling of finances. There will be the problem of applying and dealing with revisions of the new assessment which was adopted for 1958 in the dying moments of the former municipal council. There will be a new provincial hospitalization or health scheme which is expected to pose some intricate tax problems that may upset present arrangements with the Wetaskiwin Community Hospital although representation on the board will likely continue as at present. An adequate budget for the county's share of the operating costs of the Health Unit will also require careful attention.

All in all the year 1958 promises to be very interesting in this area, and should stimulate interest in public affairs to a new high point. Such an interest is long overdue and will benefit the district for many years to come.

- Wetaskiwin Times

THE CHANGING SCENE

The following changes should be noted in the list of Municipal officials:

SUMMER VILLAGE OF GHOST LAKE
Mayor A. A. MacDonald,
646 - 29th Avenue N. W.,
Calgary, Alberta.

VILLAGE OF CLUNY
Secretary-Treasurer J. Nobert

VILLAGE OF MIRROR
Mayor C. E. McDonald

TOWN OF BOW ISLAND
Secretary-Treasurer C. R. Beggs

TOWN OF McLENNAN
Secretary-Treasurer Mrs. L. W. Paige

THIS MONTH

IRRIGATION in THE SPECIAL AREAS
By J. A. S. Charlton, Irrigationist, Hanna 3

PUBLIC RELATIONS and US
By Blake MacKenzie, Liaison Officer, D. M. A. 4

APPROPRIATIONS for FISCAL YEAR
By T. D. Bruce, Statistician, D. M. A. 6

Government Services Campaign 5
Secretary's Calendar 7
Meet the Department 8
Municipal Notes 8

The Alberta Municipal Councillor
Published monthly by the Department of Municipal Affairs, Government of the Province of Alberta, the Municipal Councillor is intended to serve those persons who have interested themselves in various aspects of local government. Material may be reprinted without restriction but a credit line is appreciated. No charge is made for the publication, and persons desirous of receiving it should send the request to:

The Alberta Municipal Councillor,
Department of Municipal Affairs,
Edmonton, Alberta.

IRRIGATION IN THE SPECIAL AREAS

BY J. A. S. CHARLTON, FIELDMAN,

SPECIAL AREAS BOARD

Some years ago the ranchers of this area formed themselves into what has now become the East Central Irrigation Association. Unlike other irrigation projects it was not the intention of this Association to go in for wheat or beet growing, but rather for the production of feed.

The ranchers have for years past advocated both large and small irrigation schemes and today with the help of the Federal and Provincial Governments we find in existence several splendid dams; namely Carolside at Sunnynook, which is the largest with a capacity of 20,000 acre feet; the Dead Fish Dam (5,000 acre feet); Loveland Dam (6,000 acre feet) also on the Dead Fish Creek; the East Berry Creek Dam (1,000 acre feet) and the Bartman Dam also on the East Berry Creek (2,000 acre feet). The total storage available is 34,000 acre feet of water at the present time.

From the Bartman Dam, east of Pollockville and built in 1942-43, a canal runs south to township 23, range 11 - W4th, carrying water to irrigate approximately 600 acres. This area is used by ranchers of the district to grow feed to carry their stock through the winter months. The ranchers have now organized themselves into a water-users' association, and in my opinion are carrying on a very successful operation.

The Irrigation Act of the Province of Alberta states you are only lawfully entitled to 1.5 acre feet per acre under water during any one irrigation. This, of course, is a protection factor used in a very dry year when all water users need to irrigate at the same time.

Two Different Systems

In this area we operate two different systems of irrigation. First, there is the gravity system from the Bartman Dam which means the water travels through a constructed canal system and is delivered to each rancher. Up to date records are kept of the water used, the crops grown and the yields per acre.

In this project we irrigate 600 acres in 50 acre plots. The average yearly returns run as follows: oats irrigated - 80 bushels per acre in comparison to dry land oats in the same area yielding only 20 bushels. Barley irrigated - 40 bushels per acre to 12 bushels on dry land. Alfalfa hay runs at 2 1/2 tons per acre to the dry land 1 ton. Cost to the leaseholder here is \$1.00 per acre, one half of which goes into the Association fund and the other half for water rights. Maintenance of the system, apart from any major structures, is of a voluntary nature, each water user donating his time and machinery necessary in cleaning ditches and making minor repairs to structures etc. Lumber and culvert material so far has been donated by the Special Areas Board.

The 50¢ per acre water rate is just a nominal fee paid annually when water is available. As the supply depends on run-off conditions only, there can be no guarantee of water but the lessee is, of course, still required to pay the regular grazing lease rental on his irrigated plots as well as the other holdings. Two lease holders reside over 15 miles away so from this alone we can see the importance attached to feed growing in this area.

The second system utilizes pumping. In use for irrigating land along the Berry Creek and East Berry Creek flats, this is a more difficult system as they use the natural creek channel with its winding course of varied widths and depths. A rather difficult control problem exists here as a lot of water has to be turned into the system before it reaches the operator at distances of six miles or more below the source. When the stream of water reaches about one half way to its destination, you can then judge when to begin decreasing it daily until you arrive at an approximate even flow sufficient to satisfy the operator's pump requirement.

Control Problem

The reverse of this procedure has to be used in shutting it off, of course, depending largely on the nature of the country and the grade of the channel. The reason for this operation is obviously as the amount of water passing by the operator is therefore potentially wasted unless it can be picked up again by means of other storage deliveries down stream. As we deal in run-off waters only, water control has to be watched carefully to eliminate any possible wastage.

From observation during the period of four years I have operated these two systems I have concluded that the channel pumping system requires approximately three times more water per acre than the constructed system. This alone is a major factor to be considered in the future operation of the main Berry Creek below the Carolside Dam.

Example of pumping time and costs: (Mr. A) pumping into a field ditch from the creek irrigates 30 acres of barley, uses 48 acre feet of water, pumps for eight days and uses 25 gallons of gasoline for

every 24 hours. Has a crop yield of 35 bushels per acre. Crops in his area not watered yield 12 bushels per acre. (Mr. B) using the spray system irrigates 50 acres of alfalfa, 25 of which were irrigated twice using 1,000 feet of 4 and 5 inch pipe; average irrigation 3 acres in every 24 hours; costs 35 gals. of gasoline. For every 3 acres, two cuttings of alfalfa hay yielding approximately 4 tons per acre. (Mr. C) using 1,300 feet of four and five inch pipe and 34 sprinkler heads powered by a John Deere 15-27 tractor irrigates 20 acres of oats which yielded 60 bushels per acre; total 84 pumping hours uses 164 gallons of gasoline and 8 quarts of oil. These pumpers mentioned so far have been exempt from any water rate owing to their initial costs. This idea has been used up to the present time to encourage the ranchers to take advantage of this water.

We have 25 ranchers taking advantage of the system at the present time.

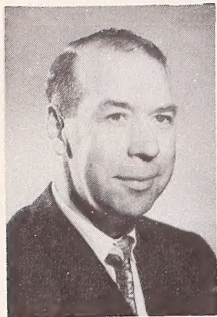
Plane Table Surveys

I started the plane table survey of the Berry Creek Valley from Carolside Dam which I surveyed to get a definite plan of the exact location of the Berry Creek in each section through which it passes taking in all the irrigable flats along its winding course to a maximum pump lift of not more than 20 feet. The scale of each map is 400 feet to one inch which will give all the necessary detail such as acres of land, type of soil, width of creek channel etc. There are maps of this general area but not of a suitable scale to define properly the exact irrigable acres. There are also aerial photographs of the valley which in the past have been very useful to estimate the approximate acreages. However, I thought we should have a natural ground survey to make sure of the actual acreages. With a ground survey you can better determine the value of the land concerned in the nature of sand, gravel, alkali and soda soil which could render it valueless for irrigation purposes. This particular survey I have been working on during what we call the off water season from July as far into fall as weather will permit. To be accurate this sort of work takes considerable time.

(More on Page 7)



DEAD FISH CREEK DAM looking northwest. Built by PFRA and maintained by the Special Areas, this earth structure is southwest of Pollockville. It forms a reservoir of 5,000 acre feet capacity.



PUBLIC RELATIONS AND US

BY BLAKE MACKENZIE, LIAISON OFFICER,
DEPARTMENT OF MUNICIPAL AFFAIRS

In discussing a subject as wide as Public Relations it is necessary here to do considerable pruning. I suggest we view it under three separate aspects. First, we will attempt to define the term and explain the general field. Second, we will explain the program in public relations that is at present being developed within the department. Third, we will look at the place of the assessor in a general public relations program.

First, a definition. Public relations deals with public opinion. There are three activities in handling public opinion that the public relations office must consider. There is activity directed toward the discovery of what a public opinion is. Next, and most traditional, is a series of acts designed to mould a public opinion. Finally, when we discover an opinion that is bad, we must do something to change it from an unfavorable to a favorable one.

Therefore, our definition is this: Public Relations is the discovery, the establishment and (where necessary) the alteration of public opinion.

While it is natural that the activities directly associated with the definition can be identified, there are a number of other activities requiring the attention of the public relations office which do not seem at first glance to be related to working with opinion, as the definition demands. For instance, it is axiomatic amongst public relations people that public relations is a "two-way street", and it is necessary very often for the public relations office to work inwardly rather than outwardly in setting the stage for a change in public opinion.

Let me give you an example. Suppose the public relations branch of a manufacturing firm discovered that the product of its firm is unsatisfactory for some reason or other. Such a discovery is valid information and is one of the reasons for using public relations techniques. All the publicity, all the argument, all the advertising that can be brought to bear upon the situation will not be sufficient to change an opinion on the fact that the product itself is not good. Therefore, the public relations office must go into the factory, its operation, and its management to advise a remedy for that basic deficiency. When the basic error is corrected, then, and only then, is the public relations office in a position to develop a campaign which is, by definition, part of its function - that of changing public opinion.

If our theoretical manufacturer were offering his product for sale for the first time, then the remaining aspect of the definition would apply, - the establishing of a favorable public opinion concerning the product.

Varied Equipment

The equipment of the public relations man is varied. Newspapers and radio and television are some of the tools of the trade. The press itself is possibly the most important of the three. In its varied aspects the press represents newspapers, pamphlets, books, circulars - the printed word. There are other tools of the trade, tools that are used by every person according to his own skill and sometimes unconscious - ly. The telephone call, the interview, the letter, the very attitude used are all public relations instruments. Attendance at meetings, the role which a firm, the members of a firm, the government or its employees play in community activities, - these too are public relations tools.

To be aware of these tools and to organize their use in a carefully thought out and integrated way is to carry on a public relations program.

Publications

The Department of Municipal Affairs carries on a public relations program. The basic and probably the most important activity that is carried on in our office is the publication of the Alberta Municipal Counsellor. It carries each month information of value to the secretary-treasurers, councillors and officials of municipal governments and serves to persuade our readers of the good will and interest of this Department in the work that is being done by those associated

with municipal governments. We need hardly say that we are rather proud of the departmental publication and very pleased when its value is affirmed by those who use it regularly.

Following the publication of the periodical and in an effort to consolidate to some extent the impression created by it, we have also engaged in the publication of a series of pamphlets - most of them reprints of material originally carried in the Counsellor. The titles of the pamphlets vary but generally serve to illustrate specifically the functions of various branches of the Department. A new pamphlet concerns the organization of counties and the effect of county organization in those municipalities where it has been tried. We have found that county organization is the most successful form of government ever to be tried in a Province that has been willing to experiment with municipal forms and as a result we are prepared to offer our observations so that opinions concerning counties can be formed.

There will be other pamphlets. The demand for them is unceasing. We are particularly interested in providing information so that young students will be able to form opinions concerning local government out of a knowledge of the facts and an understanding of the function of those organizations concerned with local government.

Some time ago we were able to assist in the publication of a book, "Local Government in Alberta". This book was written by Dr. Eric Hanson and while it deserved publication on its own merits, it probably would not have seen publication had it not been for the activity of our branch. It might be well to be specific about Dr. Hanson's book. It was not printed as a public relations book. It was published by a leading publishing house whose interest is in publishing books of such calibre as will reflect credit upon the reputation of that publishing house. This is one of the most important attitudes in the development of a public relations program as such, - that what is done has to be of such specific value and importance that it is able to stand upon its own feet as a useful activity.

Our office for instance seldom issues news releases. When it does, it is of sufficient importance that we are certain it will be used by the newspapers and radio stations concerned as a valid item of news, important in its own right.

The Branch maintains a small library. This should be of special interest and you are invited to inspect the titles we have on our shelves. While the books are technical, they are varied in subject and many of you may be pleased to discover that there is an interesting aspect to the allied fields in which you yourselves are working.

Public Opinion Surveys

Our office also engages in public opinion surveys. They're used from time to time to discover opinion in an area where certain government action is being considered and where the opinion of the persons concerned is of importance. There was, for instance, a survey taken in the municipality of Pembina prior to its reversion. We have recently concluded one in the nursing district of Eaglesham-Tangent where the question of the location of the service was at issue.

Our branch is very interested in the development of the University courses in assessment and municipal management. This is, we think, a good example of the inward working of a public relations program. We can agree the Province is well served by its assessors and its secretary-treasurers. But we can also agree that a course of training will encourage even better service. In such a case the public opinion - the environment in which local government must be carried on - would be improved, a legitimate concern of the public relations office. We trust that we need not here belabour the similarity to "The Improvement of the product" with which we earlier illustrated this aspect of the general program.

"Troubleshooting" is, of course, an important part of any public relations program.

Let it be said now, however, that public relations is not the concern of our Branch only. Public relations must be carried on by

(Next Page)

PUBLIC RELATIONS and US (From Preceding Page)

every member of the Department, its representatives in Edmonton as well as throughout the Province. The establishment of a branch for the purpose serves mainly to focus attention on the problem and to provide ammunition and assistance in the public relations program as it is carried on by every member of the department.

The Role of Assessors

This brings us, somewhat slowly but inevitably, to the role that the assessor plays or could play in a general public relations program.

Assessors are measurers. By the nature of his trade, an assessor ascertains the length, width and breadth of a material object and arrives at a value of the property. To carry on his job he must be in touch with people in every part of the area in which he works.

You will recall that the determination of public opinion is one of the important aspects of public relations. The determination of opinion would be impossible without the services of an on-the-spot interviewer, an interviewer, moreover, of sympathy, skill and sensitivity. The implication that the interviewer is also knowledgeable will not have escaped you. Interviews are for the purpose of discovering an opinion or its extent. An assessor, by the nature of his work, will very often be in the position to discover the existence of opinions of interest and concern to the Department.

In this regard it might be of interest to discuss the mechanics of opinion surveys and for this purpose we shall refer to the sample surveys which were taken by our office. First, there was the opinion survey taken in the Municipality of Pembina where what is known as a random sample was taken. Every fourth farmstead to a total of 47 was visited and the residents were questioned as to their preferences. The random sample indicated 79% in favor of reversion. The mail ballot which followed showed 81.77% in favor of reversion. Similarly the sample poll taken in Eaglesham-Tangent area with 79 interviews led to the prediction that the majority in favor of moving the nursing service from Tangent to Eaglesham would be 65%. Ballotting showed the percentage to be 64.6.

Not all samples need to be as thorough. What is known as a "small sample" was taken in the County of Ponoka immediately prior to the plebiscite which was held to determine whether Ponoka should remain as a county or not. Only 12 interviews were attempted and 11 completed. On the basis of these 12 interviews, the prediction was made that the vote would be light. Those in favor of continuing the county system were placed at 72%. Ballotting proved it to be 65%.

It will be apparent that should public opinion need to be discovered on a provincial basis, the assessor would be in a position to offer specific and valuable assistance in discovering that opinion.

Essential Knowledge


An understanding of the techniques and problems of public relations is essential to the professional assessor. In the United States where assessors are elected, public relations of course have to be considered and an article written recently by an Oregon assessor observes that the techniques available to all assessors in public relations are the same techniques the assessors use to be elected in the first place. He must talk to organizations, clubs and interested groups. He must talk to interested organizations and he stresses the importance of the assessor knowing the entire property tax system and being able to give a clear and comprehensive account of the reasons for assessment. He says that the techniques used in assessment and the appraisal process should be made common knowledge. He suggests discussions of assessment techniques and newspapers, radio and T.V. and he suggests the use of the fact sheet and pamphlet. He emphasises the importance of courteous, tactful telephone manners and of expert letter writing.

While assessors are not elected in Alberta the principles listed apply to the work we are all doing here. Your attendance at this conference demonstrates your appreciation of their importance.

JUST OFF THE PRESS

A booklet entitled "THE ALBERTA COUNTY SYSTEM" has just been received from the printers. A limited number are now being mailed out from this office for distribution to ratepayers of municipal districts.

A further limited number will be sent to those who request copies. Get yours NOW.



GOVERNMENT SERVICES

**know them better
to serve you
better**

PLANNING ALBERTA COMMUNITIES

Alberta's development has not been confined to the large cities. Towns and rural areas also reflect the growth and the problems of systematic planned expansion that go with it. The Government accordingly established the Provincial Planning Advisory Board in 1951 to determine planning policies. These policies are administered by the Town and Rural Planning Branch of the Department of Municipal Affairs. The technical advice and assistance of the Branch is available upon request to any Municipality under 5,000 population which is not a member of a District Planning Commission. An aerial survey is made of the community from which contour maps are prepared. Plans are then made for subdividing and zoning. Detailed layouts for housing and commercial areas are drawn up. In addition a report based on economic and population surveys is prepared for a planning period of ten years. Proposals for the orderly development of the municipality are included in this report. One half of the cost of the aerial survey is the only expense borne by the municipality representing a small percentage of the total cost for this complete service.

ASSESSMENT BRANCH


Uniformity in assessments for municipal taxation purposes is a problem which has long existed. The Assessment Branch of the Department of Municipal Affairs was formed in 1935 to achieve this end. Since its inception many changes have been incorporated to keep pace with the growth of Alberta. It has also been necessary to alter assessment methods in view of the new types of construction and building techniques presently being used. Practically all of the towns and villages in the province have requested departmental assessments for taxation and other purposes. Rural assessments are not undertaken by Branch assessors although under certain conditions the government pays 50% of costs. Urban areas are required to pay one-half the cost of assessment, with the government paying the remainder, notwithstanding who carries out the work, whether a municipal or government assessor. Assessment Branch sub-offices have been established at Red Deer, Grande Prairie, Calgary and Lethbridge to ensure close liaison with the local municipal officials, as well as to give advice and assistance to appointed municipal assessors.

INSPECTION BRANCH

The Department of Municipal Affairs Act requires the books and records of every municipality to be inspected at least once a year. This is the responsibility of the Inspection Branch and all assessment and tax rolls, minute books, by-law registers, cash books, bank books and any other records the Inspector may require of the Municipality are examined. Assistance and advice on procedure for effective administration of the municipality is an important service of the Inspection Branch. In cases of where new towns, villages, municipal districts or counties are incorporated a member of the inspection branch may act as administrator of this new unit until the council has been elected. Each year an annual report is prepared by the Inspection Branch in which is incorporated the financial statements of every municipality in Alberta.

These important service branches are also part of the Department of Municipal Affairs.

- FIELD SERVICE BRANCH
- TAX RECOVERY BRANCH
- IMPROVEMENT DISTRICTS ACCOUNTS BRANCH



GOVERNMENT OF THE PROVINCE OF ALBERTA

YOU ARE INVITED TO WRITE FOR INFORMATION

Please send in the coupon below for detailed information on any Alberta Government Service. In the event you require facts on any specific subject, attach your requirements to the coupon. Literature and booklets are mailed to you without cost.

CLIP OUT AND MAIL TODAY

PUBLIC RELATIONS OFFICER, Legislative Buildings, Edmonton, Alberta.

SEND ME INFORMATION ON THE FOLLOWING GOVERNMENT DEPARTMENTS:

<input type="checkbox"/> AGRICULTURE	<input type="checkbox"/> HIGHWAYS	<input type="checkbox"/> PROVINCIAL SECRETARY
<input type="checkbox"/> ATTORNEY GENERAL	<input type="checkbox"/> INDUSTRIES AND LABOUR	<input type="checkbox"/> PUBLIC WELFARE
<input type="checkbox"/> ECONOMIC AFFAIRS	<input type="checkbox"/> LANDS AND FORESTS	<input type="checkbox"/> PUBLIC WORKS
<input type="checkbox"/> EDUCATION	<input type="checkbox"/> MINES AND MINERALS	<input type="checkbox"/> TELEPHONES
<input type="checkbox"/> HEALTH	<input type="checkbox"/> MUNICIPAL AFFAIRS	<input type="checkbox"/> TREASURY

NAME (Please Print) _____

ADDRESS _____

CITY or TOWN _____

**GOVERNMENT SERVICES ARE MOST EFFECTIVE
WHEN KNOWN AND USED**

GOVERNMENT SERVICES CAMPAIGN

General publicity is an important part of any public relations program. The Alberta Government Services campaign covers television, radio and newspaper advertisements and is designed to acquaint the people with services provided by the various departments of the Provincial Government. The theme of the entire campaign is "Know them better to serve you better."

Running from November until the end of March, the current campaign consists of 12 advertisements of the type shown, each of which appears in Alberta daily and weekly newspapers; 52 radio programs of 5 minutes duration broadcast over 9 radio stations; and 26 films, also 5 minutes in length, televised by five Albertastations.

The campaign is based on the premise that government services are most effective when known and used. Its purpose is to cover the widest field so that the services provided will be enjoyed by the greatest possible number of people.

APPROPRIATIONS FOR YEAR
ENDING MARCH 31, 1958

(From a Table Prepared by

T.D. Bruce, D.M.A.)

EDUCATION DEPARTMENT

Statute	Appropriation
1. School Grants Act (Chap. 299, R.S.A., 1955)	\$29,000,000

Purpose: Operational Grants to schools. Provision for a number of grants based on such factors as number of rooms, teachers employed, operation of school vans, etc. Includes the tax reduction subsidy grant in the same amount as paid in 1955.

2. The School Buildings Assistance Act (Chap. 298, R.S.A., 1955 and amendments)	\$9,000,000
--	-------------

Purpose: Replaces the School Borrowing Assistance Act. Construction grants ranging from \$5,000 to \$7,700 per class room or its equivalent depending on the size and type of the school.

3. The Teachers Retirement Fund Act (Chap. 330, R.S.A., and amendments)	\$ 100
--	--------

Purpose: The Teachers' Pension Fund has been built up to a level where the government's contribution of 3 1/2% of the total salaries of all teachers contributing to the fund is not presently required. Therefore this grant will no longer be made and in its place the government will pay one-half of pension payments made on or after April 1, 1956 and the full amount of these payments relating to service before April, 1939. The Province will also pay the full pensions of teachers who retired before April 1948. The money in the fund contributed by the Province with the interest thereon will be used for these payments and when depleted, the Province's share will be met by appropriations. Pension payments under the Act are guaranteed by the Province.

PUBLIC HEALTH DEPARTMENT

Statute	Appropriation
1. The Hospitals Act (Chap. 147, R.S.A., 1955 and amendments)	\$ 3,174,000

Purpose: All approved active treatment hospitals in Alberta receive from the Provincial Government a grant of \$1.00 per day for every day a resident of the Province is hospitalized, and in addition a grant of 50 cents per day for every day a patient is in hospital under the maternity hospitalization program, the Pensioner, Widows and Mother's Allowance hospitalization program, and also for newborn babies and ratepayer and contract holder patients who qualify for standard ward care and special hospital services under the Provincial Municipal Hospitalization plan.

2. For New Hospital Plan May not be used	\$ 800,000
3. The Hospitalization and Treatment Services Act (Chap. 146, R.S.A., and amendments)	\$ 4,932,000

Purpose: A grant of 50% of standard ward hospitalization to local authorities which provide standard ward care for their ratepayers and contract holders. A grant of 60% of standard ward hospitalization and special services to local authorities that provide standard ward care and special hospital services for their ratepayers and contract holders.

Example of 60% Payment

At present the standard ward rate in a Class "A" hospital is \$8.25 per day and the special hospital service rate is \$4.00 per day. Of these amounts the patient pays \$1.00 per day for standard ward care and \$1.00 per day for special hospital services. The local authority pays the hospital \$7.25 per day for standard ward care and \$3.00 per day for special hospital services. The Government reimburses the local authority 60% of these amounts, i.e. \$4.35 per day and \$1.80 per day.

4. The Hospitalization and Treatment Services Act (Chap. 146, R.S.A., 1955 and amendments)	\$ 140,000
---	------------

Purpose: A grant of up to \$300.00 for each nurse trained in and graduated from approved schools of nursing.

5. P.C. 1953-471 (Order-in-Council)	\$ 1,000,000
--	--------------

Purpose: A Dominion-Provincial Agreement whereby the Dominion will match Provincial contributions for hospital construction grants to assist in the provision of adequate accommodation for hospital and health services. The Federal contributions which in no case shall exceed one-third of the actual costs, are to be distributed on the maximum basis of \$1,000.00 per bed for active treatment beds or bed equivalents in the case of health facilities, \$1,500.00 per day for chronic, convalescent, mental and tuberculosis beds and \$500.00 per bed for living quarters for nurses which must be matched or exceeded by the Province. Alberta is presently granting \$750.00 per active treatment beds and \$1,500.00 per chronic beds.

6. The Public Health Act (Chap. 255, R.S.A., and amendments)	\$ 75,000
---	-----------

Purpose: As the provisions of The Health Unit Act do not apply to a city with a population in excess of 50,000, this appropriation provides for grants to such cities not exceeding 60% of the approved salaries of those members of the City Public Health staff designated in the Act. (See Health Unit Act under Indirect Assistance).

HIGHWAYS DEPARTMENT

Statute	Appropriation
1. The Public Highways Act (Chap. 257, R.S.A., and amendments)	\$ 8,225,000

Purpose: Wide powers under The Highways Department Act and the Public Highways Act make the Provincial Government responsible for classifying all roads in the Province and for building and maintenance of all main highways with varying responsibilities in respect to secondary and district highways and development of local roads.

2. The Highways Department Act (Chap. 140, R.S.A., 1955 and amendments)	\$ 2,300,000
--	--------------

Purpose: The District Highways Board provided for under the chairmanship of the Minister is responsible for the basis of allocation of all monies for grants voted by the Legislature for roads and bridges under the jurisdiction of local authorities. The government pays for building and maintenance of main highways within the boundaries of towns and villages and to cities for main highways within their boundaries, a \$500.00 per mile grant is made from maintenance appropriations. (Approximately \$60,000.00 per year to cities by Order-in-Council.)

LANDS AND FORESTS DEPARTMENT

Statute	Appropriation
1. The Grazing Lease Taxation Act (Chap. 134, R.S.A., 1955)	\$ 200,000

Purpose: Payments to the municipalities concerned at 50% of the tax collected under the terms of this Act.

TREASURY DEPARTMENT

Statute	Appropriation
1. The Crown Property Municipal Grants Act (Chap. 72, R.S.A., 1955)	\$ 75,000

Purpose: Payment to municipalities in lieu of taxes on Crown property.

2. The Municipal Assistance Act (Chap. 212, R.S.A., and amendments)	\$10,880,000
--	--------------

Purpose: Provides for unconditional grants to all municipalities of 50% of the fuel oil tax collected during the immediate preceeding calendar year.

3. The Income Tax Act (Chap. 152, R.S.A., 1955 - O.C.)	\$ 61,500
---	-----------

Purpose: Grants paid to cities in lieu of a service tax which these municipalities lost when the Province entered the income tax field.

PUBLIC WORKS DEPARTMENT

Statute	Appropriation
1. The Department of Public Works Act (Chap. 270, R.S.A., 1955)	\$ 28,000

Purpose: Grants to municipalities of one-third the cost up to \$7,000 for approved construction programs of parks, public places, swimming pools, etc. (More on Page 7)

APPROPRIATIONS for YEAR
(From Preceding Page)

AGRICULTURE DEPARTMENT

<u>Statute</u>	<u>Appropriation</u>
1. The Agricultural Service Board Act (Chap. 9, R.S.A., 1955)	\$ 157,000

Purpose: Government contribution of up to \$1,400.00 for salary of Field Supervisor plus sundry grants of up to \$400.00 for assistance in conducting approved programs. Government contribution of up to \$13,000.00 for construction of seed cleaning plants.

MUNICIPAL AFFAIRS DEPARTMENT

<u>Statute</u>	<u>Appropriation</u>
1. The Town and Rural Planning Act (Chap. 337, R.S.A., 1955)	\$ 75,000

Purpose: A grant of 50% of the approved budget of a District Planning Commission established under this Act upon receipt of an application from the councils of two or more municipalities.

AGRICULTURE DEPARTMENT

<u>Statute</u>	<u>Appropriation</u>
1. The Civil Defence and Disaster Act (Chap. 43, R.S.A., 1955 and amendments)	\$ 55,000

Purpose: Where a municipality sets up a Civil Defence organization under the terms of this Act, the Province will reimburse it for two-thirds of the cost of approved projects. The Province under a Dominion Provincial Agreement is in turn reimbursed by the Dominion for one-half of its expenditure which means that the Dominion, Province and Municipality are each paying one-third of these approved projects.

ECONOMIC AFFAIRS DEPARTMENT

<u>Statute</u>	<u>Appropriation</u>
1. The Department of Economic Affairs Act (Chap. 93, R.S.A., 1955) - O.C.	\$ 28,000

Purpose: Annual grants to municipalities with an approved program of up to \$1,000.00 towards the salary of a qualified supervisor of recreation and up to one-third of the amount paid certified part-time activity leaders.

2. The Libraries Act (Chap. 27, 1956)	\$ 75,000
--	-----------

Purpose: This act provides for a system of Central, Regional, Municipal and Community libraries. A grant system is provided to approved libraries consisting of an establishment grant of \$1.00 per capita and annual grants of 35¢ per capita or matching book grants of up to \$500.00 for books and \$50.00 for periodicals. ●

IRRIGATION in the SPECIAL AREAS
(From Page 3)

My assistant and I have camped out on this project for two summers and we are pleased to say that over 50 square miles have now been completed. Weather permitting, the job should be completed this fall and it is hoped that a total in the neighborhood of 8,000 to 10,000 acres can be developed if soil conditions prove to be satisfactory.

Great credit is due Mr. Larry Helmer, Agricultural Supervisor, P.F.R.A., for his untiring efforts in the development of small irrigation projects in the Special Areas. This includes the Carolside, Dead Fish, and Loveland Dams, and other individual projects which have helped considerably in supplying the necessary feed for the winter months.

I am glad to be asked to contribute an article on irrigation within the Special Areas. A comparative new comer, I have been employed by the Special Areas Board since 1951. My duties have been to assist Mr. McBeath in the promotion of small irrigation projects, to control and operate existing irrigation works, and to help the ranchers with such problems as the laying out of ditch systems suitable to their needs. ●

Give some people an inch and they act like a ruler.

* * * * *

"What did the calf say to the silo?"

"I don't know."

"Is my fodder in there?"



SECRETARY'S CALENDAR

Municipal District Act

Every Month

5th-Within 5 days after the end of each month secretary-treasurer shall prepare statement of moneys received and their disposition, submit to council at next meeting and enter a copy in the minutes. Sec. 180(s).

Mar. 1 - Add tax penalty authorized by law. Sec. 349.

Mar. 8 - Certify the elector's list. Sec. 117.

Mar. 10 - Post in office a true copy of elector's list. Sec. 118.

Mar. 10 - Post two copies of elector's list in each division an election is to be held. Sec. 119.

Mar. 12 - Secretary-treasurer must be notified of error in elector's list at least four clear days prior to election day. Sec. 120.

Mar. 15 - First quarter of school requisition due. Sec. 338.

Mar. 15 - Furnish returning officer with lists of electors, at least 48 hours before opening of poll. Sec. 134.

Mar. 15 - At least 24 hours before opening of poll, returning officer shall deliver ballots, etc. to deputies. Sec. 131.

Mar. 15 - Election day is fourth Saturday after nomination day. Sec. 121. Returning officer shall sum up result of vote on day appointed. Sec. 174. Returning officers shall deliver election materials to secretary-treasurer. Sec. 178. Secretary-treasurer shall retain for two months and then destroy certain election materials. Secs. 179, 182 and 183.

Recount must be requested within 14 days after ballot papers are received by secretary-treasurer. Sec. 184.

Mar. 27 to 30 - Written notice of first council meeting April 3rd mailed six clear days or personally delivered three clear days prior to April 3rd. Sec. 39(3).

Town and Village Act

Every Month

15th-Secretary-treasurer shall prepare statement of moneys received and their disposition, submit to council at next meeting and enter a copy in the minutes. Sec. 67(r).

Fix regular meetings. Sec. 48.

Prior to April 1st appoint an auditor. Sec. 73(1).

Advise Minister of auditor appointed. Sec. 73(5).

Mar. 15 - First quarter of school requisition due. Sec. 353(1).

Mar. 31 - Appoint an assessor prior to April 1st and advise Minister. Sec. 71.

Mar. 31 - First quarter of municipal hospital requisition due, Sec. 112(5) Municipal Hospitals Act.

Prepare estimates revenue and expenditure and set mill rate by by-law. Sec. 353.

Assessment Act

Mar. 31 - Adopt previous year's assessment. Sec. 17(2).

Mar. 31 - Post and publish notice of preparation of roll. Sec. 30.

Tax Recovery Act

Mar. 1 to 31 - Prepare Tax Arrears List. Sec. 4.

Advertisement for tax sale. Sec. 11.

Post copy of advertisement in office. Sec. 12(3). ●

I. D. COMMITTEES ELECTED
(From Page 1)

Districts branch of the Department and give representation to their ratepayers. Recommendations made by committee men are given every consideration in formulating work to be done within each section of the improvement district concerned.

Roads, schools, health services, agricultural services and finance are a few of the subjects considered by the committees.

Members of the first advisory committee were named in the December issue of The COUNSELLOR. Here then are the men elected in the other three:

I. D. No. 11

John Leutz, Dunmore; Edwin Hermann, Schuler; Reinhold Krause, Hilda; Olander Ost, Seven Persons; Harvey Hassard, Eagle Butte.

I. D. No. 78

Harvey Brownlee, Wildwood; Mike Mazeppa, Evansburg; Chas. E. Irwin, Carrot Creek; H. Chapman, Edson; Kurt Fausak, Evansburg.

I. D. No. 95

Ewen Jackson, Shining Bank; G.M. Seibel, Pioneer; F.G. West, McLeod Valley; Wm. Osborne, Edson; Einor Fossheim, Edson. ●

MUNICIPAL INTEREST HIGH
(From Page 1)

tage was provided when the Department was authorized to pay half the cost of assessments in municipal districts.

Authorized in 1956 the Municipal Finance Corporation got underway the first of last year and loaned some \$40,000,000 to Alberta municipalities at rates considerably lower than those prevailing under other conditions. Activities of the Corporation, incidentally, were suspended last month when Premier Manning announced a government decision to increase operational grants to municipalities rather than provide the MFC with funds for lending. It is anticipated that the move will strengthen the fiscal arrangements of local authorities.

Referring to the rumor that the increased share of provincial revenues will be paid solely to municipal councils, Mr. Hooke gave assurance that this will not be done. He added that school boards and teachers have "nothing to worry about".

In a further comment, the Minister pointed out that changes to be made this year are "only part of a continual change" which has already begun. "Further steps will no doubt be necessary next year", he continued, "all of which will bring us closer to our two-fold objective: A smoothly working relationship between the provincial and municipal governments and greater service to the people of Alberta, with particular regard for the ability of individuals to pay for those services".

Mr. Hooke said that more generous distribution of revenues proposed for consideration of this session should "reduce the tax burden on the property owners of Alberta. The next few weeks", he concluded, "should tell the tale".

MEET THE DEPARTMENT



James A. S. Charlton, Irrigationist and Fieldman with the Special Areas, came to the Department of Municipal Affairs with abroad experience in his work. For many years with the C. P. R. Department of Natural Resources and the Eastern Irrigation District, since 1951 he has been employed by the Board to promote irrigation development within the Special Areas and to supervise the operation of existing storage dams.

Mr. Charlton hails from Enniskillen, J. A. S. CHARLTON Northern Ireland where he was born on February 1, 1905. Educated at Royal School Dunagan C. O. Tyrone, Ireland, he came to Alberta in 1925 under a plan organized by the late Hon. George Hoadley to attend the Olds School of Agriculture. Joining the Royal Canadian Engineers in 1940 he took courses at Military Engineering Rippon Yorkshire and saw service with the Canadian Corps in Italy and in northwest Europe.

Married, with two children, Mr. Charlton is a member of the Canadian Legion and the Anglican Church Vestry. He has been a member of the Masonic Fraternity for 30 years, a Past Master of Brooks Lodge AF and AM No. 73 and a member of the Royal Arch Masons No. 28 at Hanna.

Having lived in the Province for almost 60 years, James Morris, clerk in the General Office, D. M. A., qualifies as one of Alberta's pioneers. He was born in Illinois on July 7, 1894, but came to Alberta with his parents at the age of four and has lived here ever since.

Mr. Morris started his business career as a retail clerk. Then followed some years as a travelling salesman and in 1937 he joined the Government service. His present duties are charting and listing grazing leases.

In his younger days Mr. Morris was active in such sports as track, baseball and ice skating. He still cycles to work so as "to keep in good shape". He is fond of reading and woodworking. A member of the Old Timers' Association, Mr. Morris has a married daughter and a son who is now attending university.



JAMES MORRIS

"Poor man! He was ruined by untold wealth."
"Untold Wealth?"
"Yes, he didn't tell about it in his income tax return."

MUNICIPAL NOTES

FIFTH LARGEST

Financial questions must be settled before Jasper Place can become part of the City of Edmonton according to Mayor K. G. Newman. Expressing his personal views he said "I am against amalgamation for amalgamation sake," adding that residents of the town would have to see some benefits before a merger would be worthwhile. With a population of some 16,000, Jasper Place is fifth largest centre in Alberta.

CHANGE TO CITY

Appointment of Thomas Tanton as city treasurer was one of the changes coming to Grande Prairie with city status. City assessor Gordon Moon also received his appointment, while a new department involving the appointment of a license inspector is expected to be set up soon.

FACE TAX RISE

Householders in Regina may have to pay up to \$50 more in taxes this year, Mayor T. H. Cowburn said recently. Basic assessment on building may be doubled so as to increase borrowing power of the city to finance capital construction. Present mill rate is 98.25. The proposal would allow a decrease to about 67 instead of increasing it to a possible 110.

EQUALIZATION BOARD

Relating of property assessments to actual market values will be the first task of the newly formed Assessment Equalization Board, according to J. B. Laidlaw, Director of Assessments and chairman of the Board. He intimated a sales analysis index will be set up from information on property transfers. Used first in connection with the coming hospitalization program, the equalized assessment may eventually be used for grant purposes and by municipalities for allocation of school and hospital requisitions or municipal taxation.

LLOYDMINSTER COUNCIL

Mayor V. U. Miner of the City of Lloydminster and council at their first meeting under their new status decided to re-vamp the by-laws bringing them up to date in accordance with the new city charter. Although the number of aldermen can now be from six to twenty, Mayor Miner announced that they would carry on with six. Those in office now are Aldermen R. S. Robertson, F. G. Turvey, N. Ewanowich, E. G. Mitchell, William Zier and E. G. Hudson.

AMENDMENT SUGGESTED

Alberta Teachers' Association officials asked the Provincial government to amend the County Act when resolutions passed at their annual convention last year were submitted recently to Premier Manning and his cabinet. They felt provision should be made "for an elected school board that shall have as one of its responsibilities the requisitioning and control of funds for educational purposes ..."

REPORT FROM CASTOR

The books of the municipality have been audited and a statement prepared. At present it is being printed and it will be mailed to all ratepayers next week. The statement shows a general improvement in the financial standing of the municipality. Collections and discounts amounted to 111% of the current levy with the result that the amount of arrears on the books at the end of the year were down from \$200,000.00 to about \$165,000.00. Receipt of the road grant during the month of December further strengthened our cash position so that instead of the usual bank loan outstanding at the year end we had money in the bank. The over all operations for the year ended with a surplus of \$3,900.00 for although the public works section had over expended the estimates by a small amount the revenue was higher than estimated. It was also a good year for the amount of road work done. Eighty miles of road were elevated, 20 miles were rebladed and 65 miles were gravelled or re-gravelled. - Paintearth Municipal News.

MAYOR SHACKER RESIGNS

Mayor I. F. Shacker, long-time chief magistrate in Hanna, tendered his resignation to the Town Council recently. The reason given for Mayor Shacker's relinquishing his office is ill health. The retiring mayor has been under doctor's care for the past several months, and while carrying on his duties from his home during that period, decided to retire entirely from civic affairs, at least for the time being C. K. French, one of the senior members on the council will act as mayor until the election in October of this year. - Hanna Herald